



UNIVERSITY OF TORONTO UNIVERSITY EXTENSION

DIRECTOR: J. R. COULTER, B.A.

ASSISTANT DIRECTOR: W. R. J. KIRK, M.A.

BUSINESS AND INDUSTRY COURSES

Session 1956 - 1957

ESSENTIALS OF PUBLIC ADMINISTRATION I

October 10 to December 12, 1956

Course Director: MALCOLM G. TAYLOR
Assistant Course Director: GEORGE M. HOUGHAM

Basic theories and administration management will comprise this series of ten lectures with special emphasis on their application in government administration. Small group discussion will be a vital part of the Course.

Among the lecturers will be:

Professor V. W. BLADEN, M.A., F.R.S.C., Chairman,
Department of Political Economy
Professor OSWALD HALL, M.A., Ph.D.,
Department of Political Economy
Professor S. G. HENNESSEY, B. Com., C.A.,
Department of Political Economy and
Institute of Business Administration
Professor J. B. MILNER, LL.B., LL.M.,
Faculty of Law
Professor J. C. SAWATSKY, M.A., Ph.D.,
Institute of Business Administration
Professor MALCOLM G. TAYLOR, M.A., Ph.D.,
Department of Political Economy
Mr. GEORGE M. HOUGHAM, M.A., Ph.D.,
School of Social Work

Place: Room 254, Mechanical Building

Time: Wednesdays, 4:45 p.m. to 6:15 p.m.,
Commencing October 3, 1956.

Fee: \$20.00

For Registration Information See Reverse Side

REGISTRATION:

1. The Advanced Course, Essentials of Public Administration II, will be offered in the Spring Term (January to March 1957).
2. Enrolment in this Course is limited in numbers and applications must be approved by the Public Service Commissions and University Extension.
3. Applications should be submitted not later than September 19th as follows:

In the public service of Canada to
Mr. H.N. Arnold, Civil Service Commissioner, 1200 Bay St., Toronto.

In the public service of Ontario to
Mr. C.J. Foster, Civil Service Commissioner, Parliament Buildings, Queen's Park, Toronto.

In the public service of Metropolitan Toronto to
Mr. G.W. Noble, Personnel Director, Municipality of Metropolitan Toronto, City Hall, Toronto.

In the public service of the City of Toronto to
Mr. A.C. King, Personnel Director, City Hall, Toronto.

NOTE:

Payment of fee: \$20.00 to the University of Toronto should be made at time of registration. Any arrangement for reimbursement of the fee should be made with the respective Department Head.

UNIVERSITY OF TORONTO
UNIVERSITY EXTENSION

APPLICATION FORM

ESSENTIALS OF PUBLIC ADMINISTRATION
FEE: \$20.00

Name (Please Print) _____

Address _____

Telephones: Home _____ Business _____

Government Department _____

Present Position _____

Position Title _____

Number of People Supervised _____

Date _____

I make application for enrolment in this Course

Signature

DEPARTMENTAL USE

Card No. _____

C.A. _____

